

COC SUPPLEMENTAL APPLICATION FOR NEW PROJECTS

Applicant Name: _____

Project Name: _____

Provide responses to each of the following questions and limit responses to no more than one typed, double-spaced page per question.

1. Will the program incorporate a Housing First/low barrier model? If yes, explain how, and clearly indicate that participants will have access to permanent housing regardless of their substance use/abuse and/or mental illness and regardless of their willingness to participate in services or treatment. Is Housing First already part of the program design or will the program be revised to incorporate this model.
2. Describe the applicant's participation Lexington's coordinated entry system. All CoC projects are required to participate in coordinated entry and should only be enrolling participants from the coordinated entry list. Describe the organizations current level of experience with coordinated entry and indicate how the project will comply with this requirement.
3. Indicate whether the proposed project prioritizes veterans, chronically homeless, youth, and/or households with children and describe how participants will be identified and served.
4. Describe how the project connects participants to mainstream service systems and other federal and non-federal resources including whether the agency employs any SOAR-trained staff members.
5. Describe the organization's experience operating housing programs for people experiencing homelessness and indicate whether the organization has any prior experience with federal grants management.
6. Describe the organization's management structure including internal controls for fiscal operations and financial accountability.
7. Provide relevant examples of interagency collaboration.
8. Provide an implementation schedule and management plan for the proposed project.

Required Documents for FY2016 CoC Application

Please submit each of the following documents, policies, and procedures:

- _____ Match/leverage commitment letters;
- _____ Agency Articles of Incorporation;
- _____ Current List of Board of Directors with identification of Officers and terms;
- _____ Minutes of Board of Directors meeting authorizing application for renewal or reallocation funding;

(Note: if the agency's Board of Directors will not meet before **August 10, 2016** and does not vote electronically, please submit a letter with the date of the next Board of Directors meeting and a commitment to schedule a vote on this application at that meeting, and then submit minutes following the meeting);

- _____ Certified Organization Audit/Financial Statements of most recent year:
 - Copy of OMB A-133 Audit (Required if \$500,000 or more in aggregate Federal funds expended); or
 - Financial statements audited by a CPA (if not bound by the requirements of OMB A-133); or
 - Profit and Loss statement (only those who do not meet above criteria may submit);
- _____ Code of Conduct and Conflict of Interest;
- _____ Drug-Free Workplace;
- _____ Fair Housing;
- _____ Reasonable Accommodation and Accessibility for Persons with Disabilities;
- _____ Nondiscrimination and Equal Employment;
- _____ Confidentiality;
- _____ Agency Financial Management Policies and Procedures; and
- _____ Agency Procurement Policies and Procedures.